



Summary of the Meeting of the Vale Douzaine

Monday 28th November 2022

<u>Present:</u>	Miss R.A. Henry – Dean	Mr J.C.S.F. Smithies – Vice Dean
Douzeniers:	Mr N.J. Leale, Miss V.J. Robinson, Mr T.I. Ashworth, Mr A. Quevatre, Mr R.E. Digard, Mrs P.A. Robinson, Mr W.J. Le Page, Mr P.F. van der Tang, Mr G. Collins, Mr J.H. Niles, Mrs. A.B. Setters	
Constables:	Mr R.A. Leale, Mr W.H. Cohu	
Parish Secretaries:	Mrs N. Gill, Mrs D. Breton	
Apologies:	Mr J.E. Bond	

1. Minutes of the Meeting held on 28th November 2022 were approved by the Douzaine.

2. Matters arising.

- Playground matting – No date as yet for this to be completed.
- Remembrance Day Service. RAL thanked all who attended and said that, if possible, he would try to get some musical accompaniment next year to make the singing easier.

3. Bornements.

- Two Bornements were approved.

4. Procedures – feedback for Freedom of Information and Health and Safety to discuss.

- It was agreed that the Freedom of Information document was in order.
- Several amendments were discussed and agreed with reference to the Health and Safety procedures and these will be added in accordingly, including an inspection check list and risk assessment for inspections.
- A discussion was had over whether we needed a Health and Safety Officer but, as Senior Constable, RAL felt this role should fall to him, if necessary.

- It was suggested an Accident Book be kept and this idea was seconded.

5. Jurat Election 25th January 2023

RAL asked for five volunteers to attend Court to re-elect a Jurat. JCSF, NJL, GC, JHN and WJLP put their names forward.

6. Parish Working Group – report from Jon Bond

This was read.

7. Scrutiny Management Committee – Public Hearings (as previously circulated)

These have been read.

8. Douzaine Dinner

NG is still awaiting some menus. PVDT, NJL and GC gave their apologies.

9. Correspondence

A letter had been received from Martin Search of Bridge Traders Christmas Lights Appeal asking for a donation. The Douzaine agreed to send the same amount again this year.

10. Any Other Business:

- **Disability Discrimination Order** – The Douzaine needs to consider what we would do about it and two Douzeniers are taking training.
- **Email attachments** – sometimes when documents are attached to emails, they cannot be opened. Scanned documents are attached as a PDF and sometimes sent as a Word document but arrive as ODT. This will be checked in future.
- **Traffic in Tertre Lane and Belval Road** – both areas were discussed and a representative of the Traffic Committee will be invited to our meeting in January.

The Meeting closed with the Benediction at 8.20pm